

# Office of Financial Management (OFM)

**Lisa Casias**  
Deputy Chief Financial Officer and  
Director for Financial Management

## **Commerce Business Systems (CBS) Solutions Center (CSC)**

**Teresa Coppolino**  
Director, Financial Management  
Systems

The CSC is responsible for planning and managing the development, maintenance, and implementation of the CBS. CSC provides systems analysis definition, design, development, testing, integration, technical support, and oversight of all CBS development and deployment activities.

CSC provides IT support services for the CFO/ASA Enterprise Application Systems (EAS). In addition, the CSC coordinates the EAS host data center and disaster recovery services provided by the Department of Transportation/Federal Aviation Administration/Enterprise Services Center.

## **Financial Reporting, Policy and Internal Controls**

**Gordon Alston**  
Director

The Office of Financial Reporting and Policy (OFRP) formulates and prescribes Department-wide financial management, accounting and fiscal policies, procedures, standards and controls; provides assistance to components in their implementation; reports on financial management programs to include coordinating preparation of financial statements and other external reporting.

The Office of Financial Internal Controls (OFIC) coordinates the annual financial audit, oversees the Department's assessment of A-123 internal controls over financial reporting, identifies and performs periodic internal control assessments, and monitors the resolution of findings identified during audits and internal reviews.

## **Office of the Secretary Financial Management**

**Jennifer Ayers**  
Director

The Office of the Secretary Financial Management (OSFM) is responsible for day-to-day operations and management of the Office of the Secretary budgetary functions. The office develops and provides oversight of OS budget submissions to the Department, Office of Management and Budget (OMB), and Congress. OSFM provides allocation of resources to the OS operating units, sets policy, and monitors budget operations.

## **Administrative Programs**

**Gay Shrum**  
Director

The Office of Administrative Programs (OAP) provides policy, oversight, and guidance regarding personal property, fleet management services, and travel and conference-related expenditures.

OAP serves as the liaison with the General Services Administration (GSA) for personal property and fleet management matters and in the implementation of an electronic travel system.